

CAREWare Computer Form

Computers accessing CAREWare must:

- Be located in an agency office setting;
 - Be in a secure area/office and/or behind a door with a locking mechanism;
 - Be password protected at the Windows login level and have a password protected screensaver program installed and activated;
 - Have the monitor facing away from open doorways, hallways, or other areas so onscreen data/information cannot be accidentally seen by non-agency or non-pertinent personnel;
 - Have current, SHP-approved anti-virus software and Windows updates.(See LaCAN approved Antivirus software list below)
 - Remain docked and in the office at all times
- Have the minimum Hardware Requirements:
- Broadband connection
 - Color screen
 - Windows 7 operating system or higher

The provider must verify annually that the laptop designated for CAREWare use still meets the requirements in the submitted on this form.

Agency Name	
Agency Address	
User's Name	
User's Phone	
User's Email Address	
User's Job Title	

Computer Information

This section applies to the computer that you will be installing CAREWare on. Please see the LACAN CAREWare Manual for more information regarding LaCAN's Computer security policies.

What Antivirus Software is installed on your computer?	
LaCAN Approved Antivirus software:	<ul style="list-style-type: none">• Bitdefender Antivirus Plus 2015• Norton Security• Kaspersky Total Security• McAfee Antivirus Plus• Trend Micro Titanium Antivirus +• Avira Antivirus Pro• Sophos• BullGuard Antivirus• eScan Anti-Virus• Panda Antivirus Pro• Avast! Pro Antivirus

Will you be using a laptop? (if you responded “No”, no further information required)	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If you are using a laptop please verify by signature that this laptop remains docked and does not leave the office.</i>	

Name (Print): _____ **Signature:** _____ **Date:** _____

Supervisor Name (Print): _____ **Supervisor Signature:** _____ **Date:** _____